



<http://www.csuci.edu/ira/index.htm>

**Application**  
**Instructionally Related Activities Funds Request**  
**2008-2009 Academic Year**  
**DEADLINE: Fall and Academic Year 3/14/08**  
**Spring 10/15/08**

Applications must first be sent to the appropriate program chair. Chairs will then recommend and route them to the Dean's Office for review and authorization. The Dean's Office will then forward them to the IRA Committee for consideration.

**Activity Title:**

Project Sponsor/Staff (Name/Phone): Andrea Grove and Trudy Milburn, Center for Community Engagement

Activity/Event Date(s): Model UN Conferences, March 5-8, 2009;  
April 2009

Date Funding Needed By: 1 January 2009

**\*\*Please Note that for Fall Requests the earliest that you will be notified of funding availability will be early June 2008 and for Spring Requests early January 2009.**

**Please check if any of the following apply to your IRA:**

- |   |   |
|---|---|
| <input type="checkbox"/> Equipment Purchase     | <input checked="" type="checkbox"/> Field Trip  |
| <input type="checkbox"/> Event                  | <input type="checkbox"/> Participant data collection for public dissemination, i.e. interviews/surveys that result is a journal/poster session/newsletter |
| <input type="checkbox"/> IT Requirements        |   |
| <input type="checkbox"/> International Travel   |   |
| <input type="checkbox"/> Space/OPC Requirements | <input type="checkbox"/> Risk Management Consultation   |
| <input type="checkbox"/> Infrastructure/Remodel | <input type="checkbox"/> Late Submission (Passed Deadlines: <b>Fall 3/14,</b>   |
| <input type="checkbox"/> Other _____            | <b>Spring 10/15)</b>  |

Previously Funded: xYES ☐NO Yes, Request # 209

Does your proposal require IRB (Institutional Review Board) approval: ☐Yes ☒No

Assessment submitted for previously Funded Activity: ☐YES ☒NO (occurs in April)

Academic Program or Center Name and Budget Code: Center for Community Engagement, 833

Date of Submission: 15 October 2008

Amount Requested: \$10,779.00

(Should match item 2. E. on page 4)

Estimated Number of Students Participating: 18

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**Conditions and Considerations**

**Equipment Purchase**-If requesting large equipment, Project Sponsor must show proof of correspondence with OPC Administration. In addition, all other purchases must follow Procurement Guidelines

**Events**-Attach copy of Events and Facilities Use Request Form (Public Folders-Events & Facilities folder) Consider time frame for set-up and take down.

**Participant Data Collection for Public Dissemination**-If Project Sponsor proposes to conduct research with human participants then it may be subject to IRB (Institutional Review Board for the Protection of Human Subjects) review. It is the Project Sponsor's responsibility to inquire with the IRB **prior** to IRA application submission to determine if the project is exempt from IRB review so that funding is not delayed. Please indicate on the cover page if your project is exempt from IRB review.

**Field Trip**-If approved, Identified Risks of Participation and Release Agreement must be submitted for each student to the Program Office (Public Folders-HR Forms).

**IT Requirements**-Requires proof of correspondence and approval from IT Administration

**International Travel**-Requires International Travel application be submitted to Center for International Affairs.

**Risk Management Consultation**-Requires proof of correspondence with Risk Management.

**Space/OPC Requirements, Infrastructure/Remodel**-Requires proof of correspondence with OPC Administration .

**Late Submission (Deadlines: Fall 3/14, Spring 10/15)**-Requires explanation for emergency funding.

**Fiscal Management:** Project Sponsor's program will be responsible for all costs incurred over and above what is funded through the IRA award and will be responsible for seeing that any revenue that is intended to offset the amount of the IRA award is transferred accordingly.

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**Requirements and Signatures**

Please provide the following in your application:

1. **Brief Activity Description.** Describe the activity and its relationship to the educational objectives of the students' program or major.

Model UN events are academic conferences for students that provide students with a unique opportunity to develop an understanding of the complexity of specific issue-areas in global politics. Benefits for students include skill development in policy research, conflict analysis, thinking from different perspectives, negotiation, and public speaking. Students are also able to interact with a diverse range of students from around the region. These are all qualities that benefit any major, as well as more specifically related political science majors, communications majors and global studies minors. However, we plan to encourage interdisciplinarity in the team, and as part of the application and selection process will choose a team from a cross section of majors. We now have a team as well as a new student club (International Relations Club). Participating students will be able to get one-credit in UNIV491 (a course recently approved by the curriculum committee).

This application is for funding to take students to two Model UN events in the spring, one in northern California: the UC Berkeley Conference on March 5-8 and the second in southern California: AmPac Anaheim-Disneyland Conference in April 9-12. The budget below is estimated for eighteen students.

2. **Relation to IRA to Course Offerings.** All IRAs must be integrally related to the formal instructional offerings of the University and must be associated with scheduled credit courses. Please list all classes that relate to the program proposed.

Beginning this spring (2008) students from any major can take Model UN as a course by enrolling in UNIV 491. Model UN is integrally related to several courses: POLS 490 which was a special topics course about the Model UN offered during Fall08; POLS 329, International Law and Organizations, is offered most academic years. In addition, the subject matter for all Model UN conferences is germane to POLS 103, Introduction to International Relations (offered every semester). Further, it is related to the subject matter in COMM 320, Persuasion & Argumentation (offered Spring 09), COMM340 Conflict Management and Mediation (taught F08) and COMM 430 Political Communication (taught in Fall 2008).

3. **Activity Assessment.** Describe the assessment process and measures that the program will use to determine if it has attained its educational goals. **Please note a report will be due at the end of the semester.**

As noted, the primary educational goals for participation in Model UN are skill development in policy research, conflict analysis, thinking from different perspectives, negotiation, and public speaking. Students are graded for the courses based on their exhibition of these skills.

4. **Activity Budget.** Please enclose a complete detailed budget of the entire Activity **bold** specific items of requested IRA funding. (Page 4)

The main areas for which funding is needed are registration fees and hotel costs when relevant. Students will pay for their own transportation and food.

**March conference:**

Hotel fees: Delegates will need to stay three nights because the conference is from Mar. 5-8 in San Francisco. Therefore, we will have to stay 3 nights. Room price is approximately \$268.00 for four people; estimated need for six rooms to accommodate the male-female mix and one advisor.

**--\$4824.00**

Registration fees: \$60.00 per student (18) and 1 advisor (earlybird fee); \$40 institution fee

**--\$1180.00**

**April conference:**

Hotel fees: This conference runs April 9-12; Estimated room price at \$125.00 per night (3 nights) for four people x 7 rooms (see above)

**--\$2625.00**

Registration fees: \$100.00 per student and 2 advisors (earlybird fee); \$150 institution fee

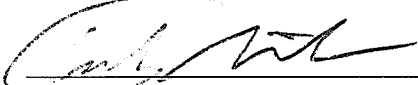
**--\$2150.00**


5. **Sources of Activity Support.** Please list the other sources of funding, and additional support for the activity.

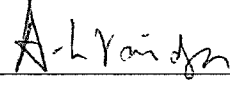
The Center for Community Engagement has included a request in the Chancellor's Call to Service for a small amount of funding, but we will not know if that budget is funded until mid-winter.

7. **Acknowledgment.** Project Sponsor and Program Chair acknowledge that they have reviewed and accepted the Conditions and Considerations detailed on page 2.

Signatures and Dates

 10-13-08.  
Project Sponsor Date

 10-13-08  
Program Chair/Director Date

 10-14-08  
Dean

ICA committee may wish to consider 1 conference (swags) if resources are tight.

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ACTIVITY BUDGET FOR 2008-2009

1. Operating Expense Budget

A. Supplies	_____
B. Vendor Printing	_____
C. In-State Travel	Hotel fees \$7449
D. Out-of-State Travel	_____
E. Equipment Rental	_____
F. Equipment Purchase	_____
G. Contracts/Independent Contractors	_____
H. Honorarium	_____

I. OPC Chargeback	_____
J. Copier Chargeback	_____
K. Other (Please Specify)	Registration fees \$3330

TOTAL Expenses	\$10779.00
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2. Revenue

A. Course Fees	_____
B. Ticket Sales	_____
C. Out of Pocket Student Fees (exclusive of course fees)	_____
D. Additional Sources of funding (Please specify And indicate source)	_____
E. Requested Allocation from IRA	\$10,779

Total Revenue	<del>10,779</del> _____
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